

August 1, 2003

TO: Board of Selectmen, Sewer Commissioners

FROM: Walter Foster, Chairman

SUBJECT: Selectmen and Sewer Commissioners Report

AUGUST 4, 2003
MEETING BEGINS AT 7:00 P.M.

I. CITIZEN'S CONCERNS

II SEWER COMMISSIONERS' BUSINESS

1. **RATE SETTING FOR AUGUST 2003** -Enclosed please find recommendations and staff comments for Board consideration.

III, PUBLIC HEARINGS & APPOINTMENTS

2. **7:15 COMMON VICTUALLER'S LICENSE, SUB WAY, 134 GREAT ROAD** - Enclosed please find application and staff comment in the subject regard.
3. **7:20 COMMON VICTUALLER'S LICENSE, Jr's PIZZA, 481 GREAT ROAD** - Enclosed please find application and staff comment in the subject regard.
4. **7:30 EAST ACTON VILLAGE PLANNING COMMITTEE (EAVPC)** -Enclosed please find materials in the subject regard.
5. **8:00 BIMINI BLUES SITE PLAN CONTINUED FROM JULY 14, 2003** -Enclosed please find materials in the subject regard for Board consideration.

IV. SELECTMEN'S BUSINESS

6. **61A NOTICE, WHITCOMB LAND, 116 SUMMER STREET** -Enclosed please find Board, Committee and staff comments and notice in the subject regard.
7. **BOARD OF HEALTH APPOINTMENTS** -The Board held the Board of Health reappointment question for further consideration.
8. **COPS GRANT** - Enclosed please find materials in the subject regard, for Board consideration.
9. **TOWN OF CONCORD LAND SWAP** - Enclosed please find a request from the Town of Concord that the Board revoke its position regarding first refusal of a parcel of land, for Board consideration.

10. DELINQUENT TAX NOTICE CLARIFICATIONS - Enclosed please find materials in the subject regard for Board consideration.

11. OTHER BUSINESS

V CONSENT AGENDA

12. ONE DAY LIQUOR LICENSE, NARA PARK – Enclosed please find a request from Ms. Hoff for a One Day liquor license at Nara for Board consideration.

13. WASTEWATER DISCHARGE FROM SENIOR HIGH SCHOOL -Enclosed please find a memo from Doug Halley in the subject regard, for Board consideration.

14. ONE DAY LIQUOR LICENSE - Enclosed please find a request for a one-day Beer and Wine License for August 9, 2003 for the Class of 1973 activities at NARA, for Board consideration.

15. ACCEPT GIFT -Enclosed please find a request for acceptance of a gift of \$100.00 from Mary Smith, 206 Nagog Hill Road in appreciation of the Auxiliary pumping her cellar, for Board consideration.

16. ACCEPT GIFT - Enclosed please find a request for acceptance of a gift of \$150.00 from Chris Burroughs' Eagle Scout Project Fund Raiser for use by the Recreation Dept., for Board consideration.

17. ACCEPT GIFT- Enclosed please find a request from Stamski and McNary, Inc. for acceptance of a conceptual design service for two parcels in the East Acton Village Planning Committee, for Board consideration.

18. ACCEPT GIFT - Enclosed please find a request from Stephen M. O'Neil to accept his gift of architectural design to the East Acton Village Planning Committee, for Board consideration.

19. ACCEPT GIFT - Enclosed please find a request from the Citizens' Library Auxiliary for acceptance of \$750.00 for a new sign at the West Acton Citizens Library for Board consideration.

20. COMMITTEE APPOINTMENTS, ACTON BOXBOROUGH ARTS COUNCIL - Enclosed please find the Volunteer Applications and VCC recommendation regarding the appointments of Nancy Gerhardt, Rixin Li, and Elaine H. Sisler, as regular members of the Acton Boxborough Arts Council with terms to expire June 30, 2006, for Board consideration.

21. COMMITTEE APPOINTMENT, COUNCIL ON AGING -Enclosed please find the Volunteer Application and VCC recommendation for appointment of William K. Ely as a regular member of the Council on Aging with a term to expire 6/30/04, for Board consideration.

22. ACTON FAMILY NETWORK TAG SALE -Enclosed please find a request for use of the Town Hall Parking Lot on September 13, for their Sale, along with the Municipal Properties Directors recommendation, for Board consideration.

23. SITE PLAN SPECIAL PERMIT # 05/24/02-381- WORKERS CREDIT UNION, 452 GREAT ROAD .Enclosed please find a request for a minor change in the approval plan

along with the Building Commissioners comments, for Board's consideration.

VI. TOWN MANAGER'S REPORT

24. NORTHEAST CORRECTIONAL INSITUTUE .The Town Manager will report regarding the status of the farm land on School Street.

VII EXECUTIVE SESSION

25. There will be a need for Executive Session.

ADDITIONAL INFORMATION

Enclosed please find additional correspondence that is strictly informational and requires no Board action.

FUTURE AGENDAS

To facilitate scheduling for interested parties, the following items are scheduled for discussion on future agendas. This IS NOT a complete Agenda.

Sept. 8 & 22

October 6 and 20

Nov. 3 & 17

Dec. 1 & 15

GOALS 2002-2003

1. Labor Negotiations & Improve Labor Relations environment (Peter/Trey)
2. Improve Communication with Town Boards (Peter/Trey)
Implement Chairman Round Table .(Trey) *(for Dec/Jan)*
Revisit 2020 Planning Process for direction to make this process more beneficial towards
Implementation of long-term vision (Trey).
3. Towne Building Reuse (Walter/Dore'/Peter)
4. ALG process be used for purpose of Budget Planning for FY04 (Walter/Trey)
5. Residential and Commercial Growth (Walter/Pam) *(PCRC EDC - Continuing to meet)*
6. Open Space and Recreation Plan (Peter/Walter) Completed
7. Health Insurance Trust Agreement (Peter) *(Peter still working on getting comments from Water District.)*
8. Decision on Pentamation Accounting System (Dore'/Peter) *(Proposals are being looked at by staff)*
9. Process Planning for "Life after NESWC" (Pam/Peter) *(John Murray is looking at this)*
10. Joint IT process-organizational change (Walter/Dore')
11. Implement an on-going Public Relations campaign regarding budgetary situation (Trey/Walter)
(ALG put plan in place A/B)
12. Provide looking at salary levels in the organization, include liaison with Personnel Board (Trey /Peter) *(Need to look at budget)*
Based upon results of Salary Survey, conduct a through review of current salary levels (Trey/Peter)
(Need to look at budget override for Operating budget)
13. Broader community interface with Emerson Hosp.- Board of Health to take elder issues on (Pam)
14. Recreational field lack of space, prison land etc. (Walter)
15. Middlesex Pension alternatives (Walter)

GOALS carried forward

16. Public Safety Facility (Dore'/Trey)
17. Determine future of Vaillancourt House . 17 Woodbury Lane. (Pam) *(No dialogue thus far as*

budgets have had the bottom fallout, Historical Commission issue and seek suggestions)
Goals 2003-Selectmen folder